

Maryland-National Capital Park and Planning Commission

MISSION STATEMENT

The Maryland-National Capital Park and Planning Commission (M-NCPPC) in Montgomery County manages physical growth and plans communities, protects and stewards natural, cultural and historical resources, and provides leisure and recreational experiences.

BUDGET OVERVIEW

The M-NCPPC was established by the General Assembly of Maryland in 1927. As a bi-county agency, the Commission is a corporate body of, and an agency created by, the State of Maryland. The Commission operates in each county through a Planning Board and, in Montgomery County, a Park Commission. Five board members, appointed by the County Council, serve as the Montgomery County members of the Commission. The Planning Board exercises policy oversight to the Commissioners' Office, the Department of Park and Planning, and Central Administrative Services.

On January 15 each year, M-NCPPC submits to the County Council and the County Executive the M-NCPPC proposed budget for the upcoming fiscal year. That document is a statement of mission and goals, justification of resources requested, description of work items accomplished in the prior fiscal year, and a source of important statistical and historical data. The M-NCPPC proposed budget is available for review in Montgomery County Public Libraries and can be obtained by contacting the M-NCPPC Budget Office at 301.454.1741 or visiting the Commission's website at www.mncppc.org. Summary data only are included in this presentation.

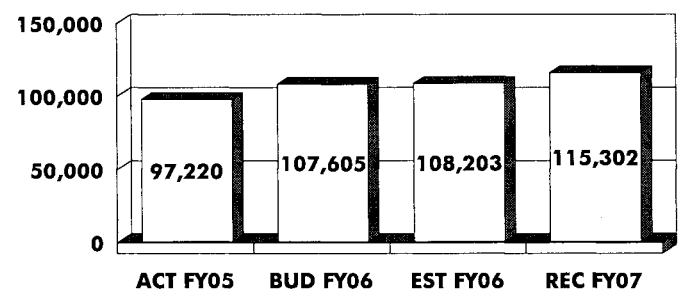
Tax Supported Funds

The M-NCPPC tax supported Operating Budget consists of the Administration Fund, the Park Fund, and the Advance Land Acquisition (ALA) Debt Service Fund. The Administration Fund supports the Commissioners' Office, the Montgomery County-funded portion of the Central Administrative Services (CAS) offices, and the following units in the Department of Park and Planning: Planning Activities, Management Services, the Director's Office, and Support Services. The Administration Fund is supported by the Regional District Tax, which includes Montgomery County, less the municipalities of Barnesville, Brookeville, Gaithersburg, Laytonsville, Poolesville, Rockville, and Washington Grove.

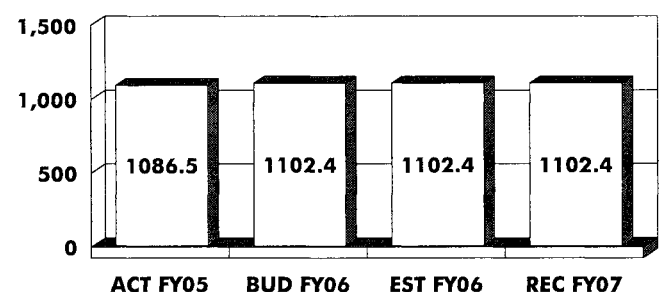
The Park Fund supports the activities of Montgomery Parks and Park Debt Service. The Park Fund is supported by the Metropolitan District Tax, whose taxing area is identical to the Regional District.

The Advance Land Acquisition (ALA) Debt Service Fund supports the payment of debt service on bonds issued to purchase land for a variety of public purposes. The Advance

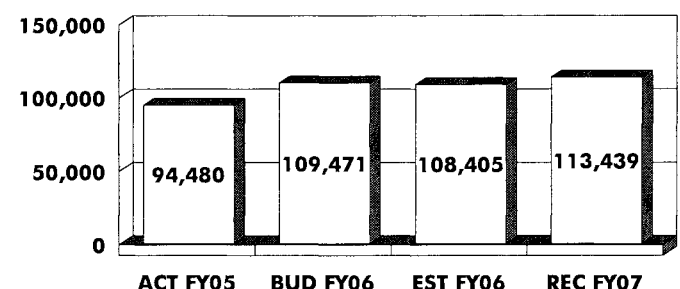
Trends



EXPENDITURES [\$000s]



WORKYEARS



RELATED REVENUES [\$000s]

Land Acquisition Debt Service Fund has a Countywide taxing area.

Non-Tax Supported Funds

There are two non-tax supported funds within the M-NCPPC that are financed and operated in a manner similar to private enterprise. These self-supporting operations are the Enterprise Fund and the Property Management Fund.

Grants are extracted from the tax supported portion of the fund displays and displayed in the Grant Fund. The Grant Fund, as displayed, consists of grants from the Park and Administration Funds.

These funds are used to account for the proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes. M-NCPPC is now reporting them in accordance with Statement No. 34 of the Governmental Accounting Standards Board (GASB), issued June 1999. The budgets are associated with Planning and Parks operations throughout the Commission.

Spending Affordability Guidelines

In December 2005, the Council approved FY07 Spending Affordability Guidelines (SAG) of \$89,400,000 for the tax supported funds of the M-NCPPC, which is a 6.0 percent increase from the \$84,321,700 approved FY06 budget. SAG excludes the Land Acquisition Debt Service Fund. For FY07, the Commission has requested \$90,313,900 excluding debt service, \$913,900 above the total SAG amount of \$89,400,000. The County Executive recommends approval of \$89,400,000.

The total of Enterprise Fund, Property Management Fund, Special Revenue Funds, Debt Service Fund, and Grant Fund, is \$22,119,600, a 12.5 percent increase over the \$19,656,000 total FY06 approved budget.

Commissioners' Office

The Commissioners' Office supports the five Planning Board members and enhances communication among the Planning Board, County Council, County residents, other governmental agencies, and other Commission departments.

Park and Planning Department

The Park and Planning Department provides recommendations, information, analysis, and services to the Montgomery County Planning Board (who also serve as the Park Commission), the County Council, the County Executive, other government agencies, and the general public. The Department also oversees the acquisition, development, and management of a nationally-recognized, award winning park system providing County residents with open space for recreational opportunities and natural resources stewardship. In addition, the Department is responsible for the preparation of master plans and sector plans which are recommended by the Planning Board and approved by the County Council. The Department reviews development applications for conformance with existing laws,

regulations, master plans, and policies and then presents its recommendations to the Planning Board for action. The Department gathers and analyzes various types of census and development data for use in reports concerning housing, employment, population growth, and other topics of interest to the County Council, County government, other agencies, the business community, and the general public.

The Department is organized into the Office of the Park and Planning Director, Planning Activities, Montgomery Parks, and Management Services.

Office of the Park and Planning Director

The Park and Planning Director's Office provides overall department leadership and program direction, policy and procedural guidance, strategic planning, liaison, coordination, and communication with other government agencies.

Planning Activities

The Planning Activities section recommends plans that sustain and foster communities and their vitality; implements master plans and manages the development process; provides stewardship for natural resources; delivers Countywide forecasting, data, and research services; and supports intergovernmental services.

Montgomery Parks

Montgomery Parks oversees a comprehensive park system of 395 parks of different sizes, types, and functions that feature Stream Valley and Conservation Parks, Regional and Special Parks, and Local and Community Parks. Montgomery Parks serves County residents as the primary provider of open space for recreational opportunities and maintains and provides security for the park system.

Management Services

The Management Services unit performs administrative activities associated with the Park and Planning Department's financial and budgetary management, information services and technology, community relations, and other department-wide functions, including a program measurement initiative.

Central Administrative Services

The mission of the Central Administrative Services (CAS) is to provide effective, responsive, and efficient administrative, financial, human resource, and legal services for the M-NCPPC and its operating departments. Costs of the bi-county CAS office are divided equally between Montgomery and Prince George's Counties.

Debt Service - Park Fund

Park Debt Service pays principal and interest on the Commission's acquisition and development bonds. The proceeds of these bonds are used to fund the Local Parks portion of the M-NCPPC Capital Improvements Program.

Debt Service - Advance Land Acquisition Debt Service Fund and Revolving Fund

The Advance Land Acquisition Debt Service Fund pays principal and interest on the Commission's Advance Land Acquisition bonds. The proceeds of the Advance Land Acquisition bonds support the Advanced Land Acquisition Revolving Fund (ALARF).

ALARF activities include the acquisition of land needed for State highways, streets, roads, school sites, and other public uses. The Commission may only purchase land through the ALARF at the request of another government agency, with the approval of the Montgomery County Council.

Enterprise Fund

The Enterprise Fund accounts for various park facilities and services which are entirely or predominantly supported by user fees. Recreational activities include: golf courses, ice rinks, indoor tennis, conference and social centers, boating, camping, and nature center programs. Operating profits are reinvested in new or existing public revenue-producing facilities through the Capital Improvements Program.

Property Management Fund

The Property Management Fund manages leased facilities located on parkland throughout the County, including single-family houses, apartment units, businesses, farmland, and facilities which house County programs.

COUNTY EXECUTIVE RECOMMENDATIONS

The County Executive's recommended FY07 level of expenditure for M-NCPPC is \$89,400,000, 6.0 percent over the FY06 approved budget for tax supported funds, exclusive of Advance Land Acquisition debt service. The Executive's recommended total is at the same level with the Council Spending Affordability Guidelines (SAG). Estimated Cost of Living increases are included in the County Executive's FY07 Recommended Operating Budget.

The County Executive concurs with the M-NCPPC request for the Enterprise Fund and the Property Management Fund and recommends \$16,942,200 for 198.7 workyears for the Enterprise Fund and \$954,300 for 3.0 workyears for the Property Management Fund.

Park Fund

The Executive recommends a Park Fund budget of \$65,112,500, excluding debt service. This proposed funding represents a \$4,301,200 or 7.0 percent increase over the FY06 budget. This increased funding will support estimated compensation increases, health insurance increases, and operations and maintenance for new park facilities. Park Fund debt service increased by \$154,900, from \$3,627,100 in FY06 to \$3,782,000

in FY07. The Executive recommends a real property tax rate of \$0.061 per \$100 of assessed value and a personal property tax rate of \$0.153 per \$100 of assessed value for the Park Fund.

Administration Fund

The Executive recommends an Administration Fund budget of \$24,287,500. This represents a \$777,100 or 3.3 increase over the FY06 budget. As with the Park Fund, the Executive has included funds to support estimated employee COLAs and merit increases. The Executive recommends a real property tax rate of \$0.022 per \$100 assessed value and a personal property tax rate of \$0.055 per \$100 assessed value for the Administration Fund.

ALA Debt Service

The Executive recommends ALA debt service funding of \$741,000, a decrease of \$14,500 or 1.9 percent over the FY06 budget. The cost decrease is due to lower bond interest. The Executive recommends an associated real property tax rate of \$0.001 per \$100 assessed value and a personal property tax rate of \$0.003 per \$100 assessed value.

Enterprise Fund

The Executive concurs with the M-NCPPC request for funding of \$16,942,200. This represents a \$563,000 or 3.4 percent increase over the FY06 budget of \$16,379,200.

Property Management Fund

The Executive concurs with the M-NCPPC request for funding of \$954,300. This represents a \$34,300 or 3.7 percent increase over the FY06 budget of \$920,000.

In addition, this department's Capital Improvements Program (CIP) requires Current Revenue funding.

HIGHLIGHTS

- ❖ ***Maintain funding for park infrastructure and maintenance to eliminate increasing backlogs of major maintenance and service request projects, attack deteriorating park infrastructure and increase ballfield and trails maintenance.***
- ❖ ***Increase marketing efforts at Brookside Gardens and other locations as well as promote Commission programs through the Recreation Guide and other means.***
- ❖ ***Add eight Park Rangers in the park system to assist park visitors, interpret rules, and support safety and natural resources awareness in parks.***
- ❖ ***Create a Volunteer Coordinator position to coordinate volunteer efforts to eradicate non-native invasive plants.***

PROGRAM CONTACTS

Contact Bruce Crawford of the M-NCPPC at 301.454.1741 or

Belinda M. Bunggay of the Office of Management and Budget at 240.777.2794 for more information regarding this agency's operating budget.

BUDGET SUMMARY

	Actual FY05	Budget FY06	Estimated FY06	Recommended FY07	% Chg Bud/Rec
ADMINISTRATION FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Administration Fund Personnel Costs	0	0	0	0	—
Operating Expenses	21,803,691	23,510,400	24,203,080	24,287,500	3.3%
Capital Outlay	0	0	0	0	—
Administration Fund Expenditures	21,803,691	23,510,400	24,203,080	24,287,500	3.3%
PERSONNEL					
Full-Time	0	-1	-1	0	—
Part-Time	0	0	0	0	—
Workyears	222.3	225.4	225.4	214.6	-4.8%
REVENUES					
Intergovernmental	72,477	0	0	0	—
Property Tax	18,536,630	22,600,080	22,551,150	23,071,430	2.1%
User Fees	1,416,513	1,592,000	1,708,300	487,500	-69.4%
Investment Income	119,974	150,000	200,000	245,000	63.3%
Miscellaneous - From Employee Benefit Fund	5,101	0	10,000	0	—
Administration Fund Revenues	20,150,695	24,342,080	24,469,450	23,803,930	-2.2%
PARK FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Park Fund Personnel Costs	0	0	0	0	—
Operating Expenses	55,259,976	60,811,300	60,730,800	65,112,500	7.1%
Debt Service Other	3,452,068	3,627,100	3,613,500	3,782,000	4.3%
Capital Outlay	0	0	0	0	—
Park Fund Expenditures	58,712,044	64,438,400	64,344,300	68,894,500	6.9%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	641.4	664.8	664.8	660.9	-0.6%
REVENUES					
Property Tax	54,730,233	62,679,130	62,543,800	65,738,020	4.9%
Facility User Fees	1,290,380	1,474,300	1,444,300	1,502,600	1.9%
Investment Income	197,895	230,000	325,000	445,000	93.5%
Investment Income: CIP	169,608	220,000	175,000	200,000	-9.1%
Intergovernmental	84,138	0	0	0	—
Miscellaneous	380,221	70,000	70,000	42,000	-40.0%
Park Fund Revenues	56,852,475	64,673,430	64,558,100	67,927,620	5.0%
ALA DEBT SERVICE FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
ALA Debt Service Fund Personnel Costs	0	0	0	0	—
Operating Expenses	0	0	0	0	—
Debt Service Other	638,012	755,500	755,500	741,000	-1.9%
Capital Outlay	0	0	0	0	—
ALA Debt Service Fund Expenditures	638,012	755,500	755,500	741,000	-1.9%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—

	Actual FY05	Budget FY06	Estimated FY06	Recommended FY07	% Chg Bud/Rec
Workyears	0.0	0.0	0.0	0.0	—
REVENUES					
Property Tax	1,096,517	1,208,330	1,208,490	1,318,610	9.1%
Miscellaneous	26,872	0	0	0	—
ALA Debt Service Fund Revenues	1,123,389	1,208,330	1,208,490	1,318,610	9.1%
GRANT FUND MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Grant Fund MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	114,543	575,000	575,000	575,000	—
Capital Outlay	0	0	0	0	—
Grant Fund MNCPPC Expenditures	114,543	575,000	575,000	575,000	—
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	0.0	0.0	0.0	0.0	—
REVENUES					
Administration Fund Grants	30,405	150,000	150,000	150,000	—
Park Fund Grants	84,138	425,000	425,000	425,000	—
Grant Fund MNCPPC Revenues	114,543	575,000	575,000	575,000	—
ENTERPRISE FUND					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Enterprise Fund Personnel Costs	0	0	0	0	—
Operating Expenses	13,007,910	14,630,800	14,630,800	15,566,900	6.4%
Debt Service Other	1,386,823	1,748,400	1,748,400	1,375,300	-21.3%
Capital Outlay	0	0	0	0	—
Enterprise Fund Expenditures	14,394,733	16,379,200	16,379,200	16,942,200	3.4%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	215.4	204.7	204.7	198.7	-2.9%
REVENUES					
Rentals	2,862,533	3,103,100	2,878,300	3,024,100	-2.5%
Fees and Charges	10,008,537	11,317,100	10,561,700	10,877,300	-3.9%
Merchandise Sales	1,399,070	1,671,500	1,549,500	1,600,400	-4.3%
Concessions	159,018	162,600	167,100	193,300	18.9%
Non-Operating Revenues/Interest	44,754	50,000	50,000	85,000	70.0%
Miscellaneous	0	655,000	655,000	0	—
Enterprise Fund Revenues	14,473,912	16,959,300	15,861,600	15,780,100	-7.0%
PROP MGMT MNCPPC					
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Prop Mgmt MNCPPC Personnel Costs	0	0	0	0	—
Operating Expenses	798,605	920,000	920,000	954,300	3.7%
Capital Outlay	0	0	0	0	—
Prop Mgmt MNCPPC Expenditures	798,605	920,000	920,000	954,300	3.7%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	3.1	3.0	3.0	3.0	—
REVENUES					
Investment Income	28,793	40,000	40,000	50,000	25.0%
Rental Income	792,404	890,000	890,000	904,300	1.6%
Prop Mgmt MNCPPC Revenues	821,197	930,000	930,000	954,300	2.6%
SPECIAL REVENUE FUNDS					

	Actual FY05	Budget FY06	Estimated FY06	Recommended FY07	% Chg Bud/Rec
EXPENDITURES					
Salaries and Wages	0	0	0	0	—
Employee Benefits	0	0	0	0	—
Special Revenue Funds Personnel Costs	0	0	0	0	—
Operating Expenses	748,378	887,000	887,000	2,907,100	227.7%
Capital Outlay	10,000	139,300	139,300	0	—
Special Revenue Funds Expenditures	758,378	1,026,300	1,026,300	2,907,100	183.3%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	4.3	4.5	4.5	25.2	460.0%
REVENUES					
Intergovernmental	523,451	0	0	0	—
Miscellaneous	186,642	435,500	435,000	451,400	3.7%
Investment Income	23,345	30,000	50,000	46,000	53.3%
Service Charges	209,941	317,000	317,000	2,581,700	714.4%
Special Revenue Funds Revenues	943,379	782,500	802,000	3,079,100	293.5%
DEPARTMENT TOTALS					
Total Expenditures	97,220,006	107,604,800	108,203,380	115,301,600	7.2%
Total Full-Time Positions	0	-1	-1	0	—
Total Part-Time Positions	0	0	0	0	—
Total Workyears	1086.5	1102.4	1102.4	1102.4	—
Total Revenues	94,479,590	109,470,640	108,404,640	113,438,660	3.6%

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION ORGANIZATIONAL CHART

